

Janice K. Brewer
Governor

Bryan Martyn
Executive Director



Board Members

Walter D. Armer, Jr., Vail, *Chair*
Maria Baier, State Land Commissioner, *Vice Chair*
Kay Daggett, Sierra Vista
Alan Everett, Sedona
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William C. Scalzo, Phoenix
Tracey Westerhausen, Phoenix

**NOTICE OF PUBLIC MEETING
of
THE ARIZONA STATE COMMITTEE ON TRAILS (ASCOT)
of
THE ARIZONA STATE PARKS BOARD**

Notice is hereby given pursuant to A.R.S. §41-511.22 to members of the Arizona State Committee On Trails (ASCOT) and the general public that the ASCOT will hold a meeting open to the public on **Friday, January 25, 2013, at Arizona State Parks, in the Board Room located in the basement of 1300 W. Washington Street, Phoenix, Arizona beginning at 2 pm. Attendance at this meeting is available via teleconference by calling 1.877.820.7831 and entering the participant passcode 613038.** Items on the Agenda may be discussed out of order, unless they have been specifically set for a time certain. Public comment will be taken. The Committee will discuss and may take action on the following matters:

AMENDED AGENDA

(The Chair reserves the right to set the order of the agenda.)

Beginning at 1pm the Attorney General Office will provide new members and any current members who would like to attend with an overview of the state Open Meeting Law and Robert's Rules of Order. No ASCOT business will be discussed and no actions will be taken.

- A. CALL TO ORDER AND ROLL CALL**
- B. INTRODUCTION OF MEMBERS AND STAFF**
- C. CALL TO THE PUBLIC** – The Chair will recognize those wishing to address the Committee. It is probable that each presentation will be limited to one person per organization and the time allotted by the Chair. Action taken as a result of acknowledgment of comments and suggestions from the public will be limited to directing staff to study or reschedule the matter for further consideration at a later time.
- D. ASCOT ACTION ITEMS**
 - 1. ASCOT Will Review and Approve Minutes from the September 28, 2012 Meeting.**

2. **ASCOT Will Elect Chair and Vice-Chair positions for the committee–** ASCOT By-Laws require the committee to elect a Chair, First Vice-Chair, State Trails System Vice Chair, and Public Outreach Vice Chair. Elected members will begin serving immediately and continue serving until replaced in 2014.
3. **Update from the Subcommittee Reviewing Trails in the AZ State Trail System (STS) –** ASCOT formed a Subcommittee to review all trails in the STS. The Subcommittee will report on progress to date and future plans including Subcommittee Meetings held in November and December 2012. Presentation by Trail App developers will show how the platform may be used to access STS information.
4. **ASCOT Will Discuss Their Involvement as Session Monitors and other positions necessary in support of the International Trails Symposium (ITS) –** Members will report on new information related to the symposium to date and future efforts including session monitoring information and transportation opportunities for volunteering. Additionally, Nicole Armstrong-Best, ASP Volunteer Resources Planner, will provide information regarding ITS schedule, opportunities to assist at the symposium, and she will explain SP Volunteer Tracking system.
5. **ASCOT Will Review and Discuss Proposed Changes to the By-Laws –** Staff is developing uniform standards for Board appointed advisory committees. This will require some additions to the current ASCOT By-Laws.
6. **ASCOT Will Discuss and May Select a Subcommittee to Identify a Project for Nomination to the 2013 Achievement Awards by the Coalition for Recreational Trails –** The Coalition for Recreational Trails has issued a call for RTP-funded projects to be nominated for special recognition in June 2013 in Washington, D.C. Award nominations must be received by March 29, 2013.

E. DISCUSSION

1. **Staff Will Provide New Members with information on using the State Parks volunteer database to record volunteer hours.**
2. **ASCOT** members will report on current events and/or recent experiences of interest to the trails community and/or the status of any trail projects with which they may be involved. Action will be limited to selecting individuals to do further research on the issue and directing staff to include the item on a future agenda for appropriate action.

F. TIME AND PLACE OF NEXT MEETINGS AND CALL FOR FUTURE AGENDA ITEMS – ASCOT will determine the dates and locations for meetings for the remainder of 2013.

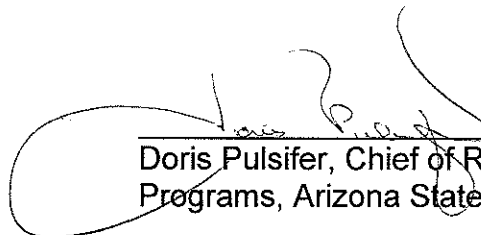
April 26, 2013 – Joint meeting with OHVAG for RTP certification and separate ASCOT meeting. 10 am to 3 pm at site to be determined in Phoenix area.

G. ADJOURNMENT

A copy of this agenda and any background material provided to ASCOT Members is available for public inspection at Arizona State Parks, Partnerships Division 1300 W. Washington, Phoenix, Arizona and on the State Parks website at <http://azstateparks.com/committees/ASCOT.html>.

For additional information, contact Jerry Underwood at (602) 542-6942.

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Doris Pulsifer, Chief of Resources & Public
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**Minutes OF PUBLIC MEETING
of
THE ARIZONA STATE COMMITTEE ON TRAILS (ASCOT)
of
THE ARIZONA STATE PARKS BOARD**

Held on **Friday, September 28, 2012**, at **Boyce Thompson Arboretum, 37615 US Hwy 60 (milepost 223), Superior, AZ** beginning at **9 am.**

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Nick Lund, Chair, at 9:10 a.m. Roll call: present: Nick Lund, Anna Pfender, Linda Slay, Richard Kesselman, Dan Gronseth, Bill Gibson, Phyllis Ralley, Laddie Cox, Laurel Arndt (Telephonic), Ryan Domsalla (Telephonic)

Absent: Loren Worthington, Reba Grandrud Wells, Jarod Rogers, Jackie Keller, Lisa Marie Gerdl

State Park Staff: Bob Baldwin, Jerry Underwood

Call to the public: None present

ASCOT ACTION ITEMS

ASCOT Will Review and Approve Minutes from the July 28, 2012 Meeting.

Kesselman made a motion to approve the July 28, 2012 minutes. Ralley seconded motion. Slay notes corrections needed and provides them to staff. Motion passes unanimously to approve minutes, as corrected.

ASCOT Will Nominate Trails to the State Trails System for Final Approval by the Arizona State Parks Board.


Slay provides update regarding STS Nomination Subcommittee progress. Telephonic meeting including Slay (Chair), Pfender, Kesselman, and Gronseth held 9/26 regarding the lone nomination, Colorado River Nature Center Trail System. Subcommittee moved to accept trail nomination with additional information provided

G. ADJOURNMENT

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by the City of Bullhead City. Gronseth points out the unique linkage between the river and the hiking trails, within trail system, enhances the site. Discussion continues regarding the multi-use status of the trail. Kesselman indicates the submitted STS trail application only included hiking uses, not horseback, mountain biking or other uses. Gibson recuses himself from motion vote due to the trail being a BLM trail. Motion passes unanimously.

After vote, Ralley raises question regarding last year's unsuccessful admission of Monument Hill Trail in Avondale into the STS, and whether the application may be resubmitted. Gronseth indicates the application may not have met submittal deadline. Baldwin reports Federal Highways did not support application due to tribal/cultural impacts and would most likely not qualify for RTP funding until this is resolved. Current status is unknown.

Gronseth made a motion to nominate Colorado River Nature Trail System to the State Trails System. Motion was seconded by Gibson. Motion passes unanimously.

Update from the Subcommittee Reviewing Trails in the AZ State Trail System.

Gibson reports he was unable to meet with Cox, as planned, to review STS trail information due to his fire duties over the summer. Gibson indicates an intern is continuing working on an STS GIS mapping project and he is open to a meeting later in the year to begin STS review process. Kesselman recalled that Keller volunteered to be on subcommittee along with himself, Gibson, and Cox. Lund reminded the subcommittee on the large scope of the project and encouraged steady progress in future meetings. Gibson invited subcommittee members to gather and briefly discuss future plans after the ASCOT meeting. Kesselman asked if Keller is the chair of the subcommittee. Lund indicated she is the chair of the subcommittee.

ASCOT Will Discuss Their Potential Involvement in the International Trails Symposium (ITS).

Lund reports that ASCOT formed 2 subcommittees in last meeting to assist in facilitating the symposium. He indicated that he is on the ITS Program Committee and several well put-together programs are on the agenda and a well-rounded list of programs is being finalized. Pfender is chair of subcommittee of managing presentations. Pfender reminds Lund that she will not be an ASCOT member during the ITS (April 2013) and asks if she may still serve in this role. Lund indicates it is not a problem. Lund clarifies role of subcommittee as more of a room monitor role, assisting ITS speakers and directing them to the right rooms, as per ITS Chairs Kent Taylor and Annie McVeigh. Pfender inquires about the number of rooms and participants in order to assess the number of room monitors needed for the symposium. Lund reminds subcommittee that anyone can assist during the ITS, not subcommittee members exclusively and it's a good opportunity to get others involved. Kesselman volunteers to be a room monitor. Phender is open to volunteers and encourages ASCOT members to let her know of interested parties.

Gibson indicates that he is Chair of the ITS Transportation Committee. He requests volunteers to drive ITS participants to and from venues, hotels, field trips and the airport. Gronseth inquires as to the hours drivers will be needed. Gibson indicates drivers will most likely be needed for most of the day, rotating 8 hr shifts, 6am-10pm potentially.

Lund states the other ASCOT Subcommittee involved with ITS facilitation is the one regarding CEU's. Arndt and Keller are co-chairs of that subcommittee. Arndt indicates that the Arizona Planning Association and the American Society of Landscape Architects will require ASCOT to pay for participation in their CEU program. The fee depends on the number of CEU's and the number in the group participating. Arndt and Keller will continue to inquire about the CEU options. Gibson indicates American Trails may finalize a decision on CEU's in a meeting set for 10/2.

ASCOT Will Discuss Using The State Parks Volunteer Hours Tracking System.

Lund reports on the new volunteer hours tracking system for State Parks and its role as a useful tool. He instructs the committee on how to log into the system and properly record their hours of volunteer work as it relates to State Parks. Lund reminds members that all efforts, including travel time to and from ASCOT meetings, subcommittee meetings, research, and meeting preparation count as volunteer hours. Pfender asks if hours should be recorded retroactively. Baldwin answers that hours need to be tracked from 1/1/12 going forward. Lund describes the tracking system and that staff has added a category just for ASCOT and comments may be added also. Baldwin reminds committee that volunteer hours worked by non-ASCOT members, as it relates to ASCOT work, can be counted in ASCOT member's tracking logs.

Consider the New Member Recommendations of the Membership Subcommittee and Make A Recommendation for Final Approval by the State Parks Board.

Pfender (Chair) reports that a telephonic meeting occurred the previous week, including herself and members Gronseth, Cox, and Gibson and they agreed to a recommendation after reviewing applications. Pfender states the committee is allowed to recommend up to 4 applicants from government, up to 5 from user groups and 1 as citizen at large. In this cycle, 2 applications from government, 5 from user groups, and 4 from citizens at large were submitted. Cox indicates only 5 positions were to be filled. Lund requests clarification if current ASCOT members that applied for reappointment need to leave the room. Baldwin indicates that the meeting is open to the public and is public record, so members up for reappointment are welcomed to stay. Kesselman suggests that in future recommendations, ASCOT members would receive applications in their agenda packets for review prior to voting at meeting. Pfender agrees that all future applications could be sent to all ASCOT members, not just subcommittee members, for review. Lund asks if applicants not selected will receive letter informing them of the decision. Baldwin indicated they will be notified of

the decision prior to State Park Board meeting. Pfender describes nominees' backgrounds in making a motion to adopt the subcommittee's recommendation: Claire Miller (Govt), Nick Lund (User Group), Patrick Kell (User Group), Craig Stevens (User Group), and Doug Von Gossig (Citizen at Large). The new group of ASCOT members will serve a term from 1/1/13-12/31/15.

Gronseth indicates the recommendation considered a diversity of users, including horseback users as well as mountainbikers. Pfender says the desire is to include members from all parts of the state, but that is a difficult task. Fortunately, this group of nominees is geographically diverse with Claire Miller as the only nominee from Maricopa County. Other nominees are from Eastern or Northern Arizona. Pfender states that past applicants should be encouraged to reapply. This group of applicants which weren't chosen had not applied in the past but will be encouraged to reapply for future ASCOT vacancies. Kesselman remarks on the impressive due diligence and thought put into the selection process by the subcommittee.

Pfender makes a motion to nominate recommended ASCOT candidates, as listed. Motion was seconded by Cox. Motion passes unanimously.

After the motion vote, Baldwin reminds ASCOT that those applicants not selected to be nominees may serve as valuable assets on other projects and research for ASCOT and its subcommittees.

Staff Will Report on the Non-motorized Trails Grant Applications Received and the ASCOT Members of the Rating Team Will Provide Observations on the Rating Process.

Prior to trail grant application discussion, Baldwin introduces Jerry Underwood as the new Grant Coordinator for State Parks.

Baldwin reports on the grant application review. He indicates ASCOT set the criteria for the review process. 27 trail grant applications were received, 16 trail maintenance project requests were submitted. Baldwin reminds the committee about some criteria they set forth for review of grant applications, including offering 10 pts for being an STS trail, and putting a cap on grants for \$100,000. Trail maintenance project limit is \$40,000 for this year. \$40,000 is the limit for the trail maintenance portion of projects whether and applicant applied for a grant or for the trail maintenance project program. Grant proposals are allowed to utilize funds for signage, kiosks, restrooms, and other facilities. Baldwin indicates that the OHV side is going to accept the trail maintenance project way of dispensing funds as well. Staff is still reviewing applications for this grant cycle and no recommendations will be made at this time. Baldwin, along with McVeigh, Arndt, and Keller evaluated each grant application based on the manual, as put forth by ASCOT.

Baldwin indicates that the first 5 grant projects total approximately \$500,000 in funding. There is roughly \$750,000 available this year. \$200,000 is available for the trail maintenance projects. Grant applicants for this cycle that have not been funded for the past 2 cycles include: Bradshaw Ranger Dist., Payson Ranger Dist., Verde Ranger Dist., and San Pedro NCA. Baldwin explains the obligation funding process.

State Parks receives money from ADOT to disburse, through the Federal Highway Administration. He briefly describes that AORCC (Arizona Outdoor Recreation Coordinating Commission) will be the deciding authority for awarding disbursements. Describing the evaluation criteria, Baldwin explains that renovation and maintenance of trails received the highest consideration for scoring. He reminds the committee that State Parks is limited by ADOT as to the amount we obligate to grant applicants, which is approximately 1.455 million dollars. This amount is split between motorized and non-motorized. Staff will take recommendations for funding to the November AORCC meeting.

Arndt commented that some needy applicant's trails she is personally familiar with scored surprisingly low. However, she also stated that the top 8-9 scoring applications were well thought out, spreading out requested funding components across the categories, helping to maximize their score. Arndt cited an example of a needy applicant (Mesa Ranger Dist. removing deteriorated asphalt and mitigating resource damage) didn't score high because of the relatively narrow scope of project. Lund asks if applicants are aware of all the scoring criteria prior to submitting application. Baldwin answers affirmatively, that all applicants are aware of scoring system. Baldwin cites an example of the Mohave County funding request to build a vault restroom at Dolan Springs Trailhead. Though it's a good project, it's so narrow in scope (a support facility) and didn't include trail construction or environmental mitigation, are among the reasons it scores so poorly (14pts).

Ralley asks Baldwin if the RTP scoring criteria could be adjusted to consider trail safety as a scoring factor. Baldwin indicates that ASCOT is free to set the criteria as they wish; however, Baldwin states that research conducted over the last 5 years show that present evaluation criteria are the biggest concerns. Lund suggests that after the current application cycles are completed, safety should be considered to add to the scoring criteria. Baldwin reminds the committee that specific definitions must accompany any change in criteria, such as safety. Arndt says the current process is fair and each application is reviewed at face value utilizing the same evaluation criteria. Some organizations and people are more adept at writing grant proposals than others, but we must simply consider the application that is submitted to us. Baldwin indicates that ASCOT members will be informed as to the recommendations by staff to the AORCC board prior to that meeting, if ASCOT members wish to attend. Gibson asked if the recommendations will go on to the State Parks board for final approval. Baldwin indicated they will not. Gibson asks if this is a new process. Baldwin indicates it is a new process. With a new consolidated trail grant process, AORCC will approve trail grant funding, closely tied with their previous grant approval authority. Lund thanks staff and members for their evaluation efforts.

ASCOT members will report on current events and/or recent experiences of interest to the trails community and/or the status of any trail projects with which they may be involved.

Gibson comments on fall and winter BLM trails projects, including Black Canyon National Recreation Trail connectors, GPS ground inventory of about 130 miles of

non-motorized trails in the Arizona Strip. Also, Juan Batista De Anza trail GPS location. This will begin a long process of locating and establishing the historical trail.

Ralley comments on the ATA members rendezvous at Mormon Lake. Also, Black Canyon City Heritage Park dedication on 11/10, which includes a 35 acre site including a visitor center and a stocked water installation.

Slay comments on the Black Canyon trail upgraded facilities, including a restroom.

Pfender comments on ATA installing water caches, which are a great resource and the lack of trail water resource primarily in Pinal County between Oracle and the Gila River which this helps mitigate. Also, new trailheads being established along the Arizona Trail. Grading is being worked on for new trailheads. ASARCO has helped with some work on the trailheads, as well as a horse group from Tucson called the County Line Riders, which installed horse-hitching rails. Signage needs to be completed for the trailheads. MBAA funding is being sought.

Kesselman comments on efforts in preserving Daisy Mtn., east of Anthem. A coalition has been organized to protect against development and establish future trails and recreation areas. Also, revving up for VOAZ fall season trail work. Highline trail, east of Payson, is a 2 day work event and is coming up next weekend.

Gronseth comments on extending contracts for trail vendors by the City of Phoenix. Also, comments on Echo Canyon renovations including installing new railroad tie steps and establishing new parking areas for Camelback Mt. and the city is establishing QR code programs on trails.

Ralley comments on how QR codes are being used and their increasing prevalence.

Arndt comments on upcoming MBAA meeting, which will include funding projects info.

Lund comments on how impressed he is with FS & AGFD, TRACKS cooperative agreements working with developer in return for easement. City of Show Low added trailhead, and walking bridge to the project called Show Low Bluff. TRACKS has safety project on trail system using coded blue diamond decals every ¼ mile w/GPS points and a corresponding map for emergency responders (sheriff, AGFD, FS, fire/police dept). This feature has greatly reduced emergency response time on the trail.

Ralley comments on the need for recruiting mentors for ITS youth scholarship participants.

TIME AND PLACE OF NEXT MEETINGS AND CALL FOR FUTURE AGENDA ITEMS.

Staff and ASCOT members discuss potential future dates and locations for meetings.

Lund indicates ASCOT meetings typically begin at 9:00 AM. The following dates and locations are tentatively scheduled:

Jan 26, 2013 Catalina SP (Now scheduled for AGFD office in Tucson.)

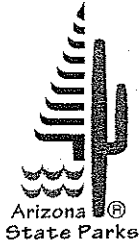
Mar 22, 2013 Radisson or SP Office

May 17/18, 2013 Joint meeting with OHVAG

Adjournment

Lund called the meeting adjourned at 11:10am

**AZ State Committee On Trails Action Item / Report
Agenda Item D-3.**



Title: ASCOT Subcommittee for the State Trails Guide to Develop a Strategic Plan for Updating the Guide

Staff Lead: Jerry Underwood, State Trails Coordinator

Date: January 25, 2013

Recommended Motion(s):

None.

Status to Date:

ASCOT formed a subcommittee charged with developing an approach and strategic plan to update the State Parks Trails Guide. Topics of discussion included the purpose and need of a State Parks Trails Guide, updating the guide, and criteria for trails to be in the STS.

The Subcommittee was informed at the December 12, 2012 meeting of an agreement between ASU and ASP to develop a Trails Application. The agreement is funded through RTP funding and is being developed as an app available on smartphones. The app database is set to include all trails in the STS, as well as additional trails systems provided by Maricopa County and Scottsdale. In addition to typical map and navigational capabilities, the app is proposed to have a trail search engine, location information, and hiking safety information components.

The following items discussed at the Subcommittee meetings are recommended for discussion by ASCOT.

1. The State Trails Guide will not be updated in hardcopy form. Instead, the "Trails App" database will be used to create the different types of trail information products needed. Coordination will be required between App developers (ASU) and trail managers (such as State Parks) to keep the database updated.
2. Re-evaluate the State Trail System's purpose, criteria, and what it should be as ASCOT moves forward. Currently, bonus points are awarded to STS trails in the grant evaluation process.
3. Determine what the criteria will be for selecting the trails that would be "showcased" and recognized as unique and significant. There are now over 700 trails designated in the STS.

Time Frame:

Present a status of findings to date at the next ASCOT meeting. Trails App has a target launch date of January 2013.

Staff and Financial Resources:

Activities in support of the advisory committees are part of the normal workload for the Resources and Public Programs Section staff.

AZ State Committee On Trails Action Item / Report
Agenda Item D-3.

Relation to Strategic Plan:

Partnerships: To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

Relevant Past Board Actions:

None.

Attachments:

None.

Public Comment/Questions re Motion:

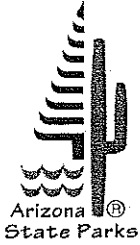
ASCOT Members	Aye	Nay	Absent	Abstain	Comments
Bill Gibson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dan Gronseth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jackie Keller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ryan Domsalla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Phyllis Ralley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Slay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Kesselman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jarod Rogers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laurel Arndt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laddie Cox	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Claire Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Patrick Kell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Nick Lund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doug Von Gausig	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Craig Stevens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Approve ☐ Deny ☐ Amend ☐

Amend as follows:

Committee Questions/Comments:

**AZ State Committee On Trails Action Item / Report
Agenda Item D-4.**



Title: ASCOT Discussion on Involvement as Session Monitors and Other Positions Necessary in the International Trails Symposium (ITS)

Staff Lead: Jerry Underwood, State Trails Coordinator

Date: January 25, 2013

Recommended Motion(s):

None.

Status to Date:

In the July 2012 ASCOT meeting, the group formed 2 subcommittees to review ways to facilitate the International Trails Symposium. Later, during the September 2012 ASCOT meeting, Chairman Lund clarified the role of the subcommittees, and any other ASCOT-associated volunteers, should be to provide the much needed support as room/session monitors. The monitors will serve to assist ITS speakers and attendees directing them to the right rooms. Additionally, at the September 2012 ASCOT meeting, Mr. Gibson indicated he is involved with the ITS Transportation Committee. He informed the committee that the symposium is in need of shuttle drivers. Shuttles will provide transportation to ITS participants to and from venues, hotels, field trips and the airport.

Time Frame:

The International Trails Symposium will take place at the Radisson Resort & Conference Center, near Fountain Hills, Arizona from April 14-17, 2013.

Staff and Financial Resources:

Activities in support of the advisory committees are part of the normal workload for the Resources and Public Programs Section staff.

Relation to Strategic Plan:

Partnerships: To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

Relevant Past Board Actions:

Creation of ASCOT Subcommittees to review involvement in support of the International Trails Symposium.

Attachments:

None.

AZ State Committee On Trails Action Item / Report
Agenda Item D-4.

Public Comment/Questions re Motion:

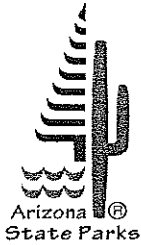
ASCOT Members	Aye	Nay	Absent	Abstain	Comments
Bill Gibson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dan Gronseth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jackie Keller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ryan Domsalla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Phyllis Ralley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Slay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Kesselman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jarod Rogers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laurel Arndt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laddie Cox	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Claire Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Patrick Kell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Nick Lund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doug Von Gausig	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Craig Stevens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Approve ☐ Deny ☐ Amend ☐

Amend as follows:

Committee Questions/Comments:

**AZ State Committee On Trails Action Item / Report
Agenda Item D-5.**



Title: Proposed Amendments to ASCOT Bylaws
Staff Lead: Jerry Underwood, State Trails Coordinator
Date: January 25, 2013

Recommended Motion(s):

None.

Status to Date:

ASCOT developed bylaws in 2010 when the composition of the committee was reduced from 25 members to 15 members. Those bylaws have not been amended.

Time Frame:

AORCC will discuss the proposed amendments to the bylaws. The current bylaws require a second meeting before amendments can be approved.

Staff and Financial Resources:

Activities in support of the advisory committees are part of the normal workload for the Resources and Public Programs Section staff.

Relation to Strategic Plan:

Partnerships: To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

Relevant Past ASCOT/Board Actions:

ASCOT developed bylaws in 2010.

Attachments:

Current ASCOT Bylaws
Proposed Amended ASCOT Bylaws

Public Comment/Questions re Motion:

**AZ State Committee On Trails Action Item / Report
Agenda Item D-5.**

ASCOT Members	Aye	Nay	Absent	Abstain	Comments
Bill Gibson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dan Gronseth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jackie Keller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ryan Domsalla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Phyllis Ralley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Slay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Kesselman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jarod Rogers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laurel Arndt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laddie Cox	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Claire Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Patrick Kell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Nick Lund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doug Von Gausig	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Craig Stevens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Approve ☐ Deny ☐ Amend ☐

Amend as follows:

Committee Questions/Comments:

ARIZONA STATE COMMITTEE ON TRAILS

Bylaws

I. Organization

A. Operation of ASCOT shall be guided by the Bylaws hereafter listed and the laws and constitution of the State of Arizona.

B. The purpose of the Arizona State Committee on Trails (ASCOT) is to promote, develop and preserve nonmotorized trail opportunities throughout the state. ASCOT serves in an advisory capacity to the Arizona State Parks Board (Board).

II. Membership

A. Membership is by Board appointment, and is for a term of three years.

B. The three year term of membership shall end on December 31. If necessary, outgoing members shall serve until a successor has been appointed by the Board.

C. Membership will consist of 15 members representing various non-motorized trail-user groups, conservation groups, industry organizations, the general public and/or land managing agencies. To foster input from the public, not more than eight members of ASCOT can be representatives from any governmental agency or level of government (Federal, State, County, Municipal, etc.). ASCOT will have at least one representative each of equestrian, hiking, and mountain bicycling user groups in its membership. Not more than eight members will represent user groups. Up to four members of ASCOT may be unaffiliated with a specific group, organization, or agency to serve as a representative-at-large.

D. Members are expected to attend all meetings of ASCOT.

E. Membership may be terminated, with concurrence of the Board, for non-participation as evidenced by failure to attend two consecutive meetings.

F. A member may resign at any time by giving notice in writing to the ASCOT Chair and Arizona State Parks staff.

III. Officers

A. ASCOT will have elected officers consisting of Chair, First Vice Chair, State Trails System Vice Chair and Public Outreach Vice Chair.

B. Officers will be elected from the membership and serve a term of one year which will begin on January 1. Unlimited consecutive terms are permitted.

C. The duties of the officers shall be:

1. Chair – call for and preside at all meetings of ASCOT and the Executive Board, present the items of business on the agenda, preserve order and decorum, and represent ASCOT to the Board and in other official capacities.

2. First Vice Chair - preside in the absence of the Chair. There is no order of succession from the Vice Chair to Chair.

3. State Trails System Chair -support the State Trails System's nomination process, monitoring process and related grant activities.

4. Public Outreach Chair - coordinate workshops and conferences, support National Trails Day and disseminate important trail information.

D. The officers will serve as an Executive Board to oversee and complete the projects of ASCOT between meetings.

IV. Meetings

A. Meetings will be conducted under the guidance of Robert's Rules of Order.

B. Arizona State Parks shall provide secretarial and professional staff services to the committee.

C. In order to provide an opportunity for widespread involvement in the actions of ASCOT, at least one meeting each year will be held away from the Phoenix metropolitan area and at least one meeting will be held on a weekend.

D. All meetings will be noticed and conducted in accordance with Arizona's Open Meeting Law (A.R.S. 38-431-02).

V. Subcommittees and Task Forces

A. ASCOT will create subcommittees and task forces to conduct the business of ASCOT in a timely manner. Subcommittees and Task Forces will be temporary working groups to address current needs and issues of interest to ASCOT

B. Interested members of the public, trail advocates, trail provider agencies, special interest groups, and others may serve on any of the working groups to provide broad-based input and participation in the deliberations of ASCOT on trails issues.

C. The Chair will select a Nominating Committee consisting of at least three members who will report to the Executive Board, and ASCOT as needed to: 1) present a slate of officers for the annual election , and 2) recruit and recommend ASCOT nominees to be appointed by the Board.

VI. State Trails System

The State Trails System has been established to recognize and promote non-motorized trails of special interest or significance to Arizona residents and visitors. The System shall consist of non-motorized trails that meet the standards established by ASCOT. The Board approves trails into the System.

VII. State Trails Plan

A State Trails Plan will be created with the assistance of ASCOT every five years.

VIII. Amendment

These Bylaws may be amended by a vote in which two-thirds of the members of ASCOT vote yes. An amendment must be presented at one of the meetings and voted upon at a subsequent meeting. The State Parks Board must approve amendments.

ARIZONA STATE COMMITTEE ON TRAILS (ASCOT)
Bylaws (Proposed Amendment)

I. History

The Statewide Hiking and Riding Trails Committee was established in January 1972 by a resolution of the Arizona State Parks Board and has evolved into the Arizona State Committee on Trails (ASCOT).

II. Organization

A. Operation of ASCOT shall be guided by the Bylaws hereafter listed and the laws and constitution of the State of Arizona.

B. Purpose -

To promote, develop and preserve non-motorized trail opportunities throughout the state;
To advise the State Parks Board and staff on the planning, development, funding, maintenance, and promotion of non-motorized trails in Arizona;
To assist staff with development and coordination of trails workshop and conferences; and
To serve as non-motorized committee for federal Recreational Trail Program purposes.

ARS §41-511.22 mandates that the ASP Board prepare and maintain a statewide trails system* plan as follows:

- Identify on a statewide basis the general location and extent of significant trail routes, areas and complementary facilities;
- Assess the physical condition of the systems;
- Assess usage of trails; and
- Describe specific policies, standards and criteria to be followed in adopting, developing, operating and maintaining trails in the systems.
- Recommend to federal, state, regional, local and tribal agencies and to the private sector actions which will enhance the trail systems.

* "trail systems" means coordinated systems of trails in this state.

C. Meetings / Work Product -

- Meets 4-5 times per year, usually on Friday or Saturday at locations around the state.
- Staff assists the Committee in scheduling meetings and putting together the agenda, developing action reports, securing meeting sites and quorums, coordinating telephonic attendance, noticing the meeting, and compiling minutes.
- ASCOT and staff may agree to conduct public meetings via teleconference.
- ASCOT solicits and processes trail nominations for the State Trail System.
- The committee may plan and coordinate trail workshops.
- The committee may identify sub-committees to address statewide trail issues.
- They serve as a valuable volunteer resource for trail projects.

III. Membership

- A. Membership consists of 15 members representing various non-motorized trail-user groups, conservation groups, industry organizations, the general public and/or land managing agencies. Members must be an Arizona resident. A member's primary residential address shall determine the county represented. To foster input from the public, not more than eight (8) members of ASCOT can be representatives from any governmental agency or level of government (Federal, State, County, Municipal, etc.). ASCOT will have at least one representative each of equestrian, hiking, and mountain bicycling user groups in its membership. Not more than eight (8) members will represent user groups. Up to four (4) members of ASCOT may be unaffiliated with a specific group, organization, or agency to serve as a representative-at-large. It is the goal of the Committee to maintain diversity in the membership serving at any time.
- C. Advisory committee members represent the State Parks Board and State of Arizona and as such shall comply with the State's Standards of Conduct. A committee member who violates these standards of conduct may be disciplined or removed from the committee.
- D. Political activities - while actively representing the States Parks Board as a member of an advisory committee a committee member is subject to Arizona Revised Statutes (A.R.S.) § 41-752.
- E. Conflict of interest - Arizona Revised Statutes (A.R.S.) §§ 41-2701 through 41-2706 pertain to a committee member who may evaluate grant applications. That committee member will be asked to review these statutes and disclose any potential conflict.
- F. Selection of Members -
- Open positions caused by term expirations and vacancies will be filled through a public solicitation process once a year. Staff will announce the open positions and identify the preferred qualifications via notice posted on the State Parks Advisory Committee webpage (<http://azstateparks.com/committees/index.html>), public information announcements, referrals by committee members, and email directed to lists of potential applicants.
 - ASCOT will review the applications and make a recommendation to the Parks Board.
 - The Parks Board will act on the committee recommendations at one of their last Board meeting of the calendar year (November or December).
 - Appointed members will begin serving on January 1st of the following calendar year.
- G. Term -
- The term for a newly appointed committee member is three (3) calendar years.

- A committee member may be appointed to no more than two (2) consecutive three-year terms.
- After a period of one year absence from the committee, the former committee member may be appointed to up to two (2) more consecutive terms.
- The term for a position being filled due to vacancy prior to the normal end of that term will be the same as a newly appointed committee member, three (3) years.
- Staff and the committee may agree to offer shortened terms for newly appointed members to equalize the number of positions being filled in any one year OR may allow a member who is completing the second three-year term to reapply for a shortened term.
- If a member's position expires at the end of the calendar year and that member is completing a second term or has not reapplied and a replacement has not been selected, the Parks Board may ask that member serve for one additional year.

H. Resignation / Reinstatement –

- A committee member may resign by written (email) notice to the committee chair with a copy provided to at least one other committee member and State Parks staff.
- A committee member who has resigned may request reinstatement in writing (email) to the committee chair with a copy to at least one other committee member and State Parks staff.
- The request for reinstatement must be received before the solicitation for new members has been announced.
- If the resignation is received after the solicitation for new members is announced, but before the date the applications close, that position will be included in the solicitation and filled from those applicants. After the close date, that position cannot be filled until the next solicitation is announced OR the committee may reconsider the reinstatement of the former member.
- The committee must approve or decline the reinstatement by majority vote at a public meeting.

I. Attendance –

- Committee members are expected to attend all scheduled meetings in person. Accommodations to facilitate attendance at a meeting via teleconference will be considered if it is necessary to establish a quorum.
- A committee member who misses four (4) meetings during a term will be replaced when the next new member solicitation is announced. The member may continue serving until the end of the calendar year.
- The replaced committee member is considered to have completed that term.
- A committee member who has been replaced before the end of the term may reapply in the next solicitation.

IV. Officers

- A. ASCOT will elect the following officers: Chair, First Vice Chair, State Trails System Vice Chair and Public Outreach Vice Chair. These officers will comprise the Executive Board.
- B. Officers will be elected from the membership at the first meeting of the year and serve from that date to the first meeting of the next year. Unlimited consecutive terms are permitted.
- C. The duties of the officers shall be:
1. Chair will:
 - Call for and preside at all meetings of ASCOT and the Executive Board;
 - Coordinate agenda with staff;
 - Present the items of business on the agenda;
 - Conduct meeting according to Robert's Rules of Order;
 - May deviate from the announced agenda if properly noticed;
 - Preserve order and decorum and insure that speakers are recognized for the record and comments are eligible for recording purposes; and
 - Represent ASCOT to the Board and in other official capacities.
 2. First Vice Chair - If the chair resigns or is otherwise unable to perform the duties of the chair, the vice-chair shall perform all duties of the chair until a new chair is elected. There is no order of succession from the Vice Chair to Chair.
 3. State Trails System Vice Chair - supports the State Trails System nomination process, monitoring process and related grant activities.
 4. Public Outreach Vice Chair - coordinates workshops and conferences, supports National Trails Day, and disseminates important trail information.
- D. The Executive Board will oversee and complete the projects of ASCOT between meetings.

V. Meetings

- Meetings will be conducted under the guidance of Robert's Rules of Order.
- Arizona State Parks shall provide secretarial and professional staff services to the committee.
- State Parks staff will provide new member orientation and training in Open Meeting Law and Robert's Rules of Order at the first meeting of each year.
- All meetings will be noticed and conducted in accordance with Arizona's Open Meeting Law (A.R.S. 38-431-02).

- In order to provide an opportunity for widespread involvement in the actions of ASCOT, at least one meeting each year will be held away from the Phoenix metropolitan area and at least one meeting will be held on a weekend.

VI. Subcommittees and Task Forces

- ASCOT will create subcommittees and task forces to conduct the business of ASCOT in a timely manner. Subcommittees and Task Forces will be temporary working groups to address current needs and issues of interest to ASCOT
- Interested members of the public, trail advocates, trail provider agencies, special interest groups, and others may serve on any of the subcommittee and task forces to provide broad-based input and participation in the deliberations of ASCOT on trails issues.
- The Chair will select a Nominating Committee consisting of at least three members who will report to the Executive Board, and ASCOT as needed to: 1) present a slate of officers for the annual election , and 2) recruit and recommend ASCOT nominees to be appointed by the Board.

VII. State Trails System

The State Trails System has been established to recognize and promote non-motorized trails of special interest or significance to Arizona residents and visitors. The System shall consist of non-motorized trails that meet the standards established by ASCOT. The Parks Board approves trails into the System.

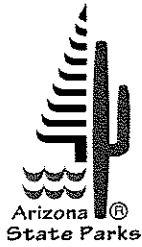
VIII. State Trails Plan

A State Trails Plan will be created every five years with the assistance of ASCOT.

IX. Amendment

These Bylaws may be amended by a vote in which two-thirds of the members of ASCOT vote yes. An amendment must be presented at one of the meetings and voted upon at a subsequent meeting. The State Parks Board must approve amendments.

AZ State Committee On Trails Action Item / Report
Agenda Item D-6.



Title: Coalition for Recreational Trails – Call for Project Nomination to 2013 Achievement Awards

Staff Lead: Jerry Underwood, State Trails Coordinator

Date: January 25, 2013

Recommended Motion(s):

Create Subcommittee to identify an RTP-funded project for nomination to the Coalition for Recreational Trails' 2013 Achievement Awards.

Status to Date:

Staff was informed of the Coalition for Recreational Trails' effort to recognize outstanding trail projects funded by the Recreational Trails Program (RTP). The awards will be presented in Washington, D.C. during "Great Outdoors Week" in June 2013, as part of the Coalition's effort to build awareness and appreciation of RTP projects nationwide. Award winners will be selected from projects nominated by public agencies, trail administrators, or other project sponsors. Projects completed prior to 2005 are ineligible.

Project award categories include:

1. Construction & Design
2. Maintenance and Rehabilitation
3. Education and Communication Initiatives
4. Accessibility Enhancement
5. Multiple-Use Management or "Corridor Sharing"
6. Environment/Wildlife Compatibility
7. Use of Youth Conservation/Service Corps.

Time Frame:

Nomination forms are due to the Coalition for Recreational Trails by March 29, 2013. Winners are to be notified by April 30, 2013.

Staff and Financial Resources:

Activities in support of the advisory committees are part of the normal workload for the Resources and Public Programs Section staff.

Relation to Strategic Plan:

Partnerships: To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

Relevant Past Board Actions:

None.

Attachments:

CRT Call for Nominations 2013, RTP 2013 Nomination Form

**AZ State Committee On Trails Action Item / Report
Agenda Item D-6.**

Public Comment/Questions re Motion:

ASCOT Members	Aye	Nay	Absent	Abstain	Comments
Laurel Arndt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Laddie Cox	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ryan Domsalla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doug Von Gausig	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bill Gibson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dan Gronseth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Patrick Kell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jackie Keller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Kesselman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Nick Lund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Claire Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Phyllis Ralley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jarod Rogers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Slay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Craig Alden Stevens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Approve ☐ Deny ☐ Amend ☐

Amend as follows:

Committee Questions/Comments:



COALITION FOR RECREATIONAL TRAILS

1225 New York Avenue, NW
Suite 450
Washington, D.C. 20005
202-682-9530
FAX 202-682-9529

January 2013

Dear Trail Enthusiast:

The Coalition for Recreational Trails, a federation of national and regional trail-related organizations, is pleased to announce its 2013 achievement awards to recognize outstanding trail projects funded by the national Recreational Trails Program (RTP). The awards will be presented in Washington, D.C. during Great Outdoors Week in June 2013 as part of the Coalition's ongoing effort to build awareness and appreciation of this highly successful program, which has greatly enhanced the quantity and quality of trail experiences available to the public. We will be holding the awards ceremony on Capitol Hill and will encourage Members of Congress to join us in honoring the outstanding achievements of their constituents.

Award winners will be selected from projects nominated by public agencies, trail administrators or other project sponsors. Projects must be completed in order to receive an award. In addition, projects completed before 2005 are ineligible. Project award categories will include: construction and design; maintenance and rehabilitation; education and communication initiatives; accessibility enhancement; multiple-use management or "corridor sharing"; environment/wildlife compatibility; and use of youth conservation/service corps.

We invite you to nominate an outstanding project and to encourage the sponsor(s) of an excellent project in your state to submit a nomination as well. A nomination form is enclosed for your use. **This year, for just the second time, we are also encouraging those making nominations to solicit support from their Members of Congress – both U.S. Representatives and U.S. Senators – to build awareness of excellent RTP-funded projects and the RTP program itself.** Additional information can be found on the nomination form.

[CLICK HERE TO VIEW NOMINATION FORM](#)

The nomination form and any supporting materials, including pictures, should be returned by March 29, 2013 to the Chair of the Coalition's Awards Committee: Duane Taylor, Director of Federal Affairs, Motorcycle Industry Council, 1235 South Clark Street, Suite 600, Arlington, Virginia 22202. If you have any questions, do not hesitate to call him at (703) 416-0444 or send him an e-mail at dtaylor@mic.org. Winners should be notified no later than April 30, 2013.

We hope you will join us in this important effort to recognize the significant contributions to trail-related recreation that the Recreational Trails Program is supporting all across the country.

Sincerely,

The Coalition for Recreational Trails

**Coalition for Recreational Trails
Recreational Trails Program Achievement Awards
2013 Nomination Form**

PROJECT NAME _____

AWARD CATEGORIES *(mark all that apply)*

- ☐ *Maintenance & Rehabilitation* – maintaining, repairing damage to, or upgrading the quality of a trail
- ☐ *Construction & Design* – planning and building a trail, portions of a trail (e.g., a bridge), or trail-related facilities (e.g., a trailhead, shelter, etc.)
- ☐ *Education & Communication* – enhancing trail use and enjoyment through increased environmental awareness, promotion of trail-related safety, and encouragement of trail-related outdoor recreation
- ☐ *Multiple-Use Management & Corridor Sharing* – facilitating and/or encouraging the use of a trail corridor by more than one type of trail enthusiast, particularly those enthusiasts that do not ordinarily share trails or trail-related facilities
- ☐ *Environment & Wildlife Compatibility* – enhancing the protection of wildlife and/or the general environment as part of trail development and use
- ☐ *Accessibility Enhancement* – facilitating and/or encouraging increased access to trail-related recreation opportunities for people with disabilities
- ☐ *Youth Conservation/Service Corps* – making effective use of the services and skills of qualified youth conservation or service corps to construct and/or maintain trails

PROJECT LOCATION

City _____ County _____
State _____ Zip Code _____ U.S. Congressional District _____

PROJECT STATUS

PROJECT RTP FUNDING Year awarded _____ Amount _____

(Note: Projects completed before 2005 are ineligible)

PROJECT SPONSOR/CONTACT

Name _____ Telephone _____
Organization/Agency _____ Fax _____
Address _____
City _____ State _____ Zip Code _____ E-mail _____

PROJECT DESCRIPTION

PLEASE ATTACH SUPPORTING MATERIALS

IMPORTANT *"In submitting your nomination, you are granting permission to use the photographs or other supporting materials provided to the Coalition for Recreational Trails (CRT) as part of the Annual Achievement Award nominations to promote the Recreational Trails Program (RTP). Uses may include, but are not limited, to the following purposes: promoting the RTP projects in the RTP Database, Image Library, and websites; in the RTP Annual Report; in press releases; or for educational purposes, such as, in presentations. Credit will be provided to the photographer when identification of the photographer is provided. You retain all other rights to your photos, and any requests for additional non-commercial uses or for commercial use will be provided to you for approval or not. Please let us know if you do not want your photos used to promote the RTP. Your help in documenting the benefits of the Recreational Trails Program is greatly appreciated."*

CONGRESSIONAL SUPPORT

Please reach out to your U.S. Senators and the U.S. Representative(s) who represent the district(s) in which the project you are nominating is located to make them aware of the project, the importance of RTP and to ask them for a letter of support for your project. Additional details and recommendations follow on page 3.

PAGE 2 OF 3

REACHING OUT TO U.S SENATORS AND REPRESENTATIVES IN SUPPORT OF YOUR RTP PROJECT

It is important that Members of Congress know about the outstanding RTP-supported projects in their districts/states. Please forward your nomination materials to the Members who represent the district and state where the project is located. Include a short message (sample draft below) about yourself and your organization noting that the nomination materials were prepared for the annual Coalition for Recreational Trails Achievement Awards and asking that the Member provide a letter of support for the nomination.

If you are not sure who the correct U.S. Representative is, please visit the following website to search by zip code:

<http://www.house.gov/htbin/findrep?ZIP=>

To find your state's U.S. Senators visit:

http://www.senate.gov/general/contact_information/senators_cfm.cfm

You may need to contact the Member's office by phone to ask for the appropriate e-mail address to send the materials. Since the RTP is funded through transportation reauthorization legislation, you may ask for the Legislative Assistant that handles transportation issues.

Sample Message:

Dear (Senator/Representative) last name:

Please find attached the nomination materials for an outstanding project that utilized Recreational Trails Program (RTP) funds in your (State/District). These materials have been prepared by (insert title, club or agency affiliation) because (insert project name) has proven to be a huge success and, as a result, we have nominated the project for an annual Coalition for Recreational Trails (CRT) achievement award for outstanding RTP projects. *Please join us in supporting this project by sending a letter supporting the nomination to CRT.*

(Provide information and background about your specific project)

Thank you for taking a look at the nomination materials. A letter of support for (insert project name) can be sent to: Duane Taylor, Coalition for Recreational Trails, 1235 South Clark Street, Suite 600, Arlington, VA 22202.

Sincerely

APPLICATION DEADLINE: March 29, 2013. Send form and supporting materials to: Duane Taylor, Motorcycle Industry Council, 1235 South Clark Street, Suite 600, Arlington, VA 22202. Please provide as complete an application package as possible that illustrates why this project should be recognized. You may include pictures, photographs, slides, brochures or other promotional materials, if available. Electronic photos, on CD or by e-mail, are encouraged if possible. If you have any questions, do not hesitate to call (703) 416-0444 or e-mail dtaylor@mic.org. Winners should be notified no later than April 30, 2013. Please note: supporting materials will be retained by the Coalition for Recreational Trails and cannot be returned.

